

## Theatre Workshop of Nantucket

Board of Directors Meeting

Friday, August 13, 2021

(via Zoom)

**Directors present:** Kay Bernon, Max Berry, Beth English, Jane Forman, Ellie Gottwald, Susan Lucier, Jean Doyen de Montaignou, Chris Mortenson, Helene Patterson, Maria Roach, Terry Schubach, Elaine Schwartz, Judy Seinfeld, Lisa Soeder, David Southwell, Will Steele

**Theatre Council members present:** Amber Cantella, Anne Fitzpatrick, Kathy Garre-Ayars, Victoria Girvan, Jeff Lucier, Les Silverman

**Staff present:** Justin Cerne, Bethany Oliver

**Welcome and Call to Order:** Board president Susan Lucier called the meeting to order at 9:03 a.m.

**Approval of Minutes of the June 25th meeting:** Upon motion duly made and seconded, the minutes were approved by unanimous vote.

### President's Remarks

- Susan thanked everyone for their flexibility as we've navigated the (literally) ins and outs of locations for both our performances and our recent meetings. We continue to be guided by what is best for our organization, our actors, our staff and our audiences.
- Special thanks to Justin, Bethany and the staff for their amazing resilience and their tremendous accomplishments this summer. Forging ahead at Bartlett's Farm and then at Bennett Hall, they made it a fantastic summer on the stage and gained a heightened sense of appreciation and respect within the Nantucket community. Bravo to everyone involved, and thank you to this board and council for their unwavering support of many bold choices.
- Hopefully, everyone has seen our smash hit *Mamma Mia!*. There are six more performances before it closes on August 22. Also, our wonderful production of *A Grand Night for Singing* finishes up with 3 more performances, closing on August 20.
- At the last board meeting she reported that the strategic planning team would formulate a preliminary draft of what we accomplished and where we should go from here. Regrettably, that didn't happen in time for this meeting. We will try to present it at our annual meeting on October 8.
- Justin and Bethany will continue to monitor the changing environment and how shifts in government guidelines and mandates affect what we do.

### Producing Artistic Director Report

- Justin said our outdoor stage decision has paid off in many unforeseen ways.
- We added a performance of *Mamma Mia!* on August 15, the night when we would have had our benefit.
- *A Grand Night for Singing* showcases the technical upgrades we made to our theatre at Bennett Hall – a new HVAC and air filtration system as well as lighting and sound improvements.
- *Godspell* had a good audience for its first performance at the Dreamland. It is unlikely the Town would allow it to be performed at Bartlett's.
- *London Suite* rehearsals start August 25, and the show opens on September 9.

### Development Report

- Kay said the decision to cancel our benefit was the right one.
- At its meeting on August 11, the Development Committee reviewed progress to date in the various fundraising categories (in thousands);
  - Producer Appeal: goal 375, in hand 360.7, pledged 69, total 429.7
  - Annual Fund: goal 80, in hand 23.5, pledged 0, total 23.5
  - Grants: goal 165, in hand 275, pledged 0, total 275

- Business Sponsorships: goal 40, in hand 21.5, pledged 5, total 26.5
- Benefit: goal 135, in hand 15, pledged 0, total 15
- Board/council dues: goal 84, in hand 70, pledged 5, total 75
- We intentionally skipped the spring appeal but are planning a fall appeal.
- An unexpected grant of 120K from the Small Business Administration huh? almost made up for the loss of benefit net revenue.
- We also received a 100K grant from the Massachusetts Cultural Council. Back in?
- COVID-related grants (total over 300K) will not be recurring.
- Sponsorship support includes in-kind contributions of the use of Bartlett's Farm for our outdoor performances and 10K worth of lumber from Marine Home Center to build the stage.
- We expect to receive all remaining board and council dues by yearend.

### **Executive Director Report**

- Bethany reviewed highlights of our financial statements (Budget vs. Actuals through June), which were distributed via email prior to the meeting. Both theater revenue and fundraising revenue are up and expenses are down. The second loan of 50K from the SBA's Paycheck Protection Program is not yet converted to a grant so it is not reflected in the statements.

### **Treasurer's Report**

- Chris is reforecasting the second half of the year. On a preliminary basis, July looks strong. August is off to a good start, but we expect to lose money in August through yearend.
- For the full 2021 year, total revenue is estimated at 1.2M and net income at 40K, up from the original budget forecast of 11K—"all in all a pretty good year." The government grants were a big help, but it is sobering to realize that they cannot be counted on to continue.
- At the end of July, we had over 880K in cash and investments, and we should end the year with 450K—150K in investments and 300K in operating cash.

### **New Business**

- *HVAC system.* Of course there are no guarantees, but air circulation in conformity with Actors' Equity requirements, is part of opening safely. Our old system had failed by the end of 2019, and our landlord, the First Congregational Church, agreed to purchase a new one. Justin said "no false optimism, but we do feel safer rehearsing in the space."
- *COVID vaccination policy.* According to the Broadway League, all 41 Broadway theatres in NYC will require vaccinations for audience members, performers, backstage crew and theater staff for all performances through October 2021. The question whether TWN should follow suit was thoroughly discussed, culminating in a motion made by Elaine and seconded by David:

MOTION: That TWN will require evidence of COVID vaccination, with exceptions to be determined, for all new indoor productions during the 2021 season.

The motion passed by unanimous vote. It does not stipulate how exceptions will be determined or how the policy will be enforced. Susan, Justin and Bethany will discuss and decide.

**Adjournment:** The meeting was adjourned at 10:32 a.m. The next board meeting is scheduled for Friday, September 10.